

# OFFICIAL PROCEEDINGS OF Civic Center Commission OF THE CITY OF LANSING

## Proceedings, Oct. 6, 1954

Minutes of the Meeting of the Civic Center Commission, City of Lansing, held on Wednesday, October 6, 1954.

### ROLL CALL

Present—John Gray, Lyle Griffin, Francis P. Kelly, Gene Pangle, Harold Rogers, William Schultz and Bruce York.  
Absent—Dorr Gunnell.

In the absence of Mr. Gunnell, Mr. Griffin acted as Chairman of the meeting.

The minutes of the previous meeting were read and approved.

Motion made and seconded that Mr. York design and arrange for the printing of stationery for the Civic Center Commission.

Motion carried.

Motion made and seconded that the name of the Fact Finding Committee be changed to the "Temporary Personnel Committee."

Motion carried.

A detailed report was made by the Personnel Committee of their trip to the Grand Rapids City Auditorium and their conference with Mr. Barr, Manager, and also of the trip to the Masonic Temple in Detroit and the conference with Mr. Van Lopik, Manager.

Moved and seconded that the position of Civic Center Manager be the first position to be filled rather than the Building and Grounds Superintendent as had previously been agreed upon.

Motion carried.

Considerable discussion developed concerning the creation of a Convention Bureau

and the promotion of the Lansing Civic Center.

Moved and seconded that the Personnel Committee contact the International Association of Auditorium Managers in Memphis, Tennessee, and also contact Mr. Scott Lee, the head of the Hotel Administration Course at Michigan State College, and that prompt action be taken in securing candidates for a Manager.

Moved and seconded that Mr. Van Lopik be invited to come to Lansing at his earliest convenience to meet with the Civic Center Commission, with Mr. Munson and Mr. Thornton, in order that all may profit by his many years of excellent service as Manager of the Masonic Temple in Detroit.

Motion carried.

Moved and seconded that any expenses involved in securing Mr. Van Lopik be paid.

Motion carried.

Motion made that a temporary committee be appointed to create a constitution and by-laws for the benefit of the Civic Center Commission. Further, that this committee consider all available material in this work, including the document already presented for study, and report its findings to the Commission for its approval not later than its first official meeting in November, 1954.

In the absence of a second, the motion was tabled until the first meeting in November.

Motion made and seconded that a committee be immediately appointed to handle the finances within the Civic Center Commission and between this Commission and its associates. Further, that this committee be titled with the name "Finance and Auditing" Committee and be empowered with all the duties as outlined by this ordinance. (Ordinance 286, Section 4 and 6.)

Motion carried.

Motion made and seconded that the City Personnel Director contact the City of Omaha in order to secure the list of names of persons who have recently passed the examination for the position of Auditorium Manager in that city and that, if possible, to secure a copy of the examination.

Motion carried.

Motion made and carried that Mr. Orin Davenport of Chicago be called by telephone in order to secure information relative to placing of anchor supports for circus apparatus which might be used in the Civic Center.

Motion carried.

(After the meeting it developed that Mr. Bruce York was leaving for Chicago that same evening and would have time

to contact Mr. Davenport in Chicago the next day.)

Motion made and seconded that Evelyn Toler, part-time secretary to the Commission, be paid for seven hours of work at the rate of \$1.74 per hour for work completed as of the date of this Commission Meeting.

Motion carried.

Motion made and seconded that the expenses of the Commission members be paid for their trip to Grand Rapids and Detroit.

Motion carried.

Meeting adjourned at 10:25 p.m.

FRANCIS P. KELLY,  
Secretary.

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# OFFICIAL PROCEEDINGS OF Board of Electrical Examiners OF THE CITY OF LANSING

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## Proceedings, Oct. 19, 1954

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October 19, 1954

Room 206

City Hall Annex

The regular meeting of the Board of Electrical Examiners was called to order by Chairman Garver.

Members Present—Messrs. E. J. Baker, D. P. Robinson, C. J. Richards, Robert Garver, Inspectors Donald Deal and Claude Edwards.

Meeting called to order at 7:30 by Chairman Garver.

Wm. F. Ferguson of Beurmann-Marshall Company together with Robert Peck, appeared to apply for Class 11 contractors

license. Mr. Peck, now holding a Class "A" journeyman license, is to work for them as electrician.

Motion by Robinson, seconded by Baker, that license be granted.

Passed.

Discussion of abuses of electrical ordinance and known hazards existing at the present time.

Meeting adjourned at 9:0 P.M.

Respectfully submitted,

DONALD E. DEAL,  
Secretary.



# OFFICIAL PROCEEDINGS OF Civic Center Commission OF THE CITY OF LANSING

## Proceedings, Oct. 20, 1954

Minutes of the Meeting of the Civic Center Commission held on October 20, 1954.

Meeting called to order at 7:30 P.M. by Mr. Dorr J. Gunnell, Chairman.

### ROLL CALL

Dorr Gunnell, John Gray, Lyle Griffin, Gene Pangle, J. Harold Rogers, William R. Schultz, G. Bruce York, and Francis P. Kelly.

Absent—None.

The minutes of the previous meeting were read and approved.

Moved and seconded that the words "subject to approval of the full commission" be added to the motion creating a Committee of Auditing and Finance.

Approved.

Several letters of application for the position of Manager were read. Several letters requesting reservations for dates for conventions and meetings were also read. The Secretary was instructed to acknowledge all communications.

Moved and seconded that a salary range of \$9,000 to \$12,000 per year be established for the position of Manager. After discussion, the motion was tabled.

Moved and seconded that Mr. Schultz and Mr. Kelly arrange to visit the Civic Auditorium in Omaha, Nebraska and the

Arena in Milwaukee, Wisconsin, at the earliest possible date.

Approved.

Moved and seconded that Mr. Gene Pangle be appointed as a committee of one to keep in contact with the City Hall in order that the Commission might be apprised at all times as to the needs and requests of other city authorities.

Approved.

Motion made and seconded that the appointment of a Committee of Finance and Auditing be tabled.

Approved.

Mr. Bruce York gave a report on his conference with Mr. Davenport in Chicago on October 8. Mr. York indicated that he had passed this information on to Mr. Collins Thornton and to Mr. Munson.

There was much discussion and favorable comment regarding the informal meeting which Mr. Van Lopik had with some of the members of the Commission and members of the city government on Monday evening, October 18.

Meeting adjourned at 9:25 P.M.

FRANCIS P. KELLY,  
Secretary.

# OFFICIAL PROCEEDINGS OF Civic Center Commission OF THE CITY OF LANSING

## Proceedings, Nov 17, 1954

November 17, 1954.

No. 1 Fire Station

Lansing, Michigan

The regular meeting of the Civic Center Commission was called to order by the Chairman at 7:30 P.M.

### ROLL CALL

Present—Coms. Gray, Griffin, Gunnell, Pangle, Rogers, Schultz, York. Ald. Kircher, Lavey (Council Ways and Means Committee).

Absent—Com. Kelly.

The proceedings of the regular meeting of November 3 accepted as printed, and approved.

Report of the Fact-Finding Committee read by Comm. Schultz relative to the findings of this Commission concerned with establishing a fund available to procure the services of a Civic Center Manager.

Moved and seconded that a motion requesting approval of this sum be recommended to the Ways and Means Committee of the City Council of the City of Lansing, and to the City Council of the City of Lansing, this sum to be made available for use as salary of the manager of the Lansing Civic Center.

Meeting temporarily adjourned for purpose of conference with the Ways and Means Committee of the City Council.

Chairman Gunnell presented in general the progress of the Commission from its inception to the present, and introduced Com. Schultz to present the findings of the fact-finding committee to the members of the Ways and Means Committee of the Council.

Considerable discussion followed the presentation, and favorable comment greeted the findings.

Meeting with Ways and Means Committee dissolved and regular meeting recalled to order by Chairman Gunnell.

The Civic Center Commission then proceeded with the work of drafting the results of the Fact-Finding Committee, for presenting to the City Council of the City of Lansing, a request for approval of a sum to be used as salary for a manager of the Lansing Civic Center.

Request approved.

Meeting adjourned at 9:25 P.M.

FRANCIS P. KELLY,  
Secretary.



# OFFICIAL PROCEEDINGS OF Civic Center Commission OF THE CITY OF LANSING

## Proceedings, Dec. 1, 1954

December 1, 1954

No. 1 Fire Station

Lansing, Michigan

The regular meeting of the Civic Center Commission was called to order by the Chairman at 7:30 P.M.

### ROLL CALL

Present—Coms. Gray, Griffin, Gunnell, Pangle, Rogers, Schultz.

Absent—Coms. Kelly, York.

The proceedings of the regular meeting of November 17 accepted as read and approved.

The report of the Fact-Finding Committee was requested by Chairman Gunnell, and given verbally by Com. Schultz. Information submitted was relative to further conversations with Mr. Van Lopik, manager of the Masonic Temple in Detroit, Michigan. This committee was represented in the interview by Coms. Gunnell and Schultz.

Com. Griffin gave a report of a meeting with representatives of the various Veterans organizations of the city. Favorable comment was sustained in the report, and

it was noted that these organizations unan-  
imously offered help to the Commission  
and its work. Com. Griffin was assisted  
in the meeting with the organizations by  
Com. Grey.

Com. Schultz then presented two form  
letters offered by Mr. Dan Bodwin of  
the City of Lansing, toward helping the  
Commission further their efforts in pro-  
cessing applications for Civic Center  
Managership. These letters were read  
and discussed. A vote of appreciation was  
given, and words of commendation ex-  
tended.

Further letters of applications were read  
and briefly discussed. One bill for printing  
presented. All this correspondence referred  
to the Secretary of the Commission.

Request for special meeting for Friday,  
Dec. 3, 1954, approved.

Letter from City Council, relative to  
Townsend Street parking site reviewed and  
discussed. Approval of drafting a reply  
supported.

Meeting adjourned at 9:12 P.M.

FRANCIS P. KELLY,  
Secretary.